



MISSOURI DEPARTMENT OF PUBLIC SAFETY
DIVISION OF ALCOHOL AND TOBACCO CONTROL
APPLICATION FOR OUTSTATE SOLICITOR

The Application for Outstate Solicitor is required to be typed or printed legibly using black ink. Read the application carefully, and provide full, complete and accurate answers. If you have questions, please do not hesitate to contact the Division of Alcohol and Tobacco Control. If applying as a partnership, **all** partners must sign the application. If applying as a corporation or limited liability company (LLC), **only** the managing officer can sign. The submission of a **NOTARIZED ORIGINAL** application is required.

1. Completed Application for Outstate Solicitor that can be found at **www.atc.dps.mo.gov** under 'FORMS'.
2. If sole owner, managing officer or partners are a naturalized citizen then a copy of the Naturalization Certificate is required.
3. If sole owner, managing officer or partners are not a registered voter or a naturalized citizen then a Criminal Background Check is required to be submitted.
4. **Certified Check or Cashier's Check**, payable to the Missouri Director of Revenue for the pro-rated license fee. The schedule of pro-rated licensing fees can be found at **www.atc.dps.mo.gov** under 'FORMS'.
5. A tax bond properly executed by a bonding company and signed by the applicant is required. The bond amount when applying for a new solicitor license is \$1,000.00. The Division can request that the bond amount be increased based on excise tax payments. The bond form can be found at **www.atc.dps.mo.gov** under 'FORMS'.

You are required to be in compliance with the Rules and Regulations governing the Liquor Control Law in the State of Missouri, specifically Chapter 311, RSMo and Regulations 11 CSR 70-1 and 11 CSR 70-2. These are provided at www.atc.dps.mo.gov.

PLEASE MAIL COMPLETED APPLICATION TO:

Division of Alcohol & Tobacco Control
1738 E. Elm, Lower Level
Jefferson City, MO 65101
P.O. Box 837
Jefferson City, MO 65102-0837

(573) 751-5452

PLEASE ALLOW UP TO TWO WEEKS FOR PROCESSING APPLICATION